

**Management Training and Economics Education Project  
for Central and Eastern Europe  
Project No. 180-0029**

**Monitoring and Evaluation Contract  
Contract No. DHR-0029-C-00-5059-00**

**QUARTERLY PROGRESS REPORT  
OCTOBER 1, 1995 -DECEMBER 31, 1995**

**31 JANUARY, 1996**

Submitted to:

Office of Human Resources (ENI-HR/TE)  
Bureau for Europe and the New Independent States  
U.S. Agency for International Development  
Washington, D.C. 20523

Submitted by:

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## **QUARTERLY PERFORMANCE REPORT - OCTOBER 1 to DECEMBER 31, 1995**

### **A. NARRATIVE**

#### **1. BACKGROUND**

The Management Training and Economics Education Project (MTEEP, 180-0029) is based on using institution-to-institution linkages to undertake short term, high impact training while simultaneously upgrading Central European institutions for long term economic education. The Project was initially approved in 1990, and is expected to continue to June 30, 1999. The initial focus of the project was on having a visible and immediate impact through the quick delivery of training programs. Beginning with FY93, the second criterion of sustainability has come into the lead as the development of counterpart institutions as "centers of excellence" is now the area of program emphasis.

The purpose of this monitoring and evaluation contract is to provide technical assistance for formative monitoring and summative expert evaluation of MTEEP which is managed by the USAID Europe and New Independent States Bureau, Office of Human Resources. When the contract was signed in July 1995, there were thirteen grants to U.S. universities working with partner institutions in nine Central and Eastern European countries to be covered by these services.

#### **2. EXPECTED RESULTS**

Datex is to determine the validity, dependability, and impact of each of the USAID management training grants, and recommend appropriate modifications to ensure they comply with the original grant proposals, with the general objectives of the project, and are achieving the most impact that they can with the resources that they have. This includes providing timely recommendations on activities and grant reorientation to allow for mid-course corrections during implementation, and to maintain a responsive and proactive approach to assistance in the quickly changing environment in each country.

Specific tasks include:

- a. Designing and implementing a revised formative monitoring and evaluation system
- b. Designing and implementing a summative evaluation system
- c. Other formative monitoring and summative evaluation services

#### **3. CURRENT ACTIVITIES - this quarter**

A major effort in this quarter was the drafting, review/modification and piloting of the monitoring and

evaluation methodology and tools to be used with this activity. The initial draft was presented and discussed at the Project Directors' Meeting held in early November. Based on inputs received there, modifications were made to proposed indicators and the tools (questionnaires primarily) for data collection. These were then discussed and piloted during the initial monitoring site visits made in late November/early December. Key elements of the methodology are to: develop it in a participatory fashion, strengthen the definitions of categories of impact and sustainability to be assessed and resulting indicators to be utilized, link with individual mission strategic objectives and related indicators and reporting requirements, and link training data requirements with the Agency Participant Training Management System (PTMS).

Twenty-five to thirty people participated in the November 6-7 Project Directors' Meeting held in Washington DC. The agenda included a discussion of the status and potential impact of reengineering at USAID on the MTEEP project by Dr. Carolyn Coleman, USAID/ENI/HR/TE; roles and responsibilities of the major stakeholders in MTEEP by a panel from USAID, MTEEP M&E contractor, and MTEEP grantees, an introduction to and discussion of the proposed monitoring and evaluation system for MTEEP, an overview of the Participant Training Management System (PTMS) with a focus on information relevant to MTEEP evaluation needs that could be captured by PTMS, and a brief review of the status of each grantee's project. Conference proceedings are currently being prepared.

Initial monitoring site visits were completed for the following locations and projects: Albania - University of Nebraska-Lincoln; Bulgaria - University of Delaware; Czech Republic - University of Pittsburgh; Hungary - SUNY and Indiana University; Poland - University of Maryland and University of Minnesota; Romania - Washington State University. There was general agreement with the monitoring and evaluation approach of the project by both grantees and USAID offices. USAID concerns focused on not overburdening grantees with duplicative reporting and integrating USAID country specific indicators, etc with MTEEP program indicators. USAID and grantee staff both expressed interest in MTEEP helping with the interchange of information among programs.

Outcomes from the visits regarding individual projects will be contained in the upcoming semi-annual formative monitoring report due at the end of January 1996. Draft trip and site visit reports were completed and are being used as input to this report.

Newsbriefs #3 - #6 were issued. At least monthly discussions were held with Project Directors for every project.

#### 4. PERFORMANCE

Project activities are essentially on schedule. The government shutdowns in this time period stopped

most communications with USAID/Washington . For example, the Project Officer was unable to attend either of the site visit debriefings. However, this did not have a significant impact on activities during this time period.

## 5. STATEMENT OF WORK

No changes are necessary at this time. The MTEEP Fiscal Year 1996 annual plan was submitted to USAID/Washington.

### B. ADMINISTRATIVE INFORMATION - Base Contract - 2 Years

Total Level of Effort (LOE):	72.00 p/m Professional	36.00p/m Support
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Total Estimated Cost:	\$ 1,286,438.00
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1. Level of Effort (this quarter):	9.43 p/m Professional	2.02 p/m Support
2. Cumulative Level of Effort:	14.39 p/m Professional	2.82 p/m Support
3. Unused Level of Effort:	56.52 p/m Professional	32.64 p/m Support
4. Expenditures (last three months):	\$ 147,244.11	
5. Cumulative Expenditures to Date:	\$ 208,502.64	
6. Remaining Unexpended Balance:	\$ 1,077,935.36	